



Faculty Toolkit for Graduate Student Mentorship

Faculty mentorship not only plays an integral role in the success of graduate and post-doctoral students, but also enriches the broader scholarly community. Cultivating productive and rewarding mentorship relationships benefits mentees and mentors alike. Mentees become empowered to identify and pursue their academic and career goals, and mentors experience the opportunity of gratifying interpersonal relationships while advancing the discipline by counseling mentees in effective and innovative research, teaching practices, and professional development. Successful mentorship relationships depend on the collaboration and commitment of mentors and mentees to the common goals of scholarly enterprise, academic success, and professional development.

This toolkit offers an archive of resources related to the mentorship of graduate students. We have reviewed a host of materials and offer here those which we have found the most helpful.

[CITL Quick Guide for Mentoring Graduate Students](#) (this document overviews the responsibilities and competencies of successful mentors)

[CITL Hot Tips for Meeting with Graduate Students](#) (this document offers advice on establishing generative and sustainable meeting and communication practices with your mentees)

Other quick guides for graduate student mentorship:

- Brown University Graduate Division's ["Best Practices for Advising and Mentoring"](#)
- Northwestern University's ["Best Practices for Mentors"](#)
- University of Washington Graduate School's ["How to Mentor Graduate Students"](#)
- University of Minnesota's ["Graduate Student Advising Guide"](#) (for addressing common mentorship concerns)
- University of Minnesota's ["Advising and Mentoring Worst Practices"](#)

Guidebooks:

- University of Michigan, ["How to Mentor Graduate Students"](#)
- Case Western Reserve University, ["A Mentoring Guidebook for Faculty"](#)
- University of Hawai'i at Mānoa, ["Faculty Guide to Mentoring Graduate Students"](#)
- W.T. Grant Foundation, ["Pay it Forward: Guidance for Mentoring Junior Scholars"](#)

Planning Tools and Agreements

Individual Development Plans

An Individual Development Plan (IDP) is an individualized planning tool used to identify and track academic and professional development goals. IDPs serve to: 1) identify and describe long and short-term academic, career, and personal goals, 2) isolate the knowledge and skills necessary to achieve those goals, and 3) institute a timeline for tracking and measuring skills acquisition and scholarly activity. IDPs also serve as a useful communication tool between mentees and their mentors. [This video](#) from the University of Wisconsin-Madison Graduate Division overviews the uses and process of creating IDPs.

There are two widely used free online IDP tools: [MyIDP](#) (for those working in STEM fields) and [ImaginePhD](#) (for those working in the humanities and social sciences).

Download the CITL's [Sample Individual Development Plan](#)

Mentorship Agreements

It can also be useful to develop, with your mentee, a practical mentorship agreement/compact that establishes how and when you will meet and overviews each of your responsibilities. These compacts create a sense of mutual investment and responsibility for the mentorship relationship. Mentorship compacts might include:

- List of mentee's academic and career goals
- Steps for achieving those goals
- Expectations of mentee
- Expectations of mentor
- Frequency and location of meetings and scheduling practices
- Meeting topics
- Rules of engagement for in-person meetings
- Communication etiquette
- Agreement about confidentiality and disclosure
- Plan for addressing conflict
- Plan for evaluating the mentorship relationship
- Relationship termination clause

Download the CITL's [Sample Mentorship Agreement](#)

Other Sample Compacts and IDPs:

- University of Wisconsin [Mentorship Agreement Template](#)
- University of Michigan [Sample Mentoring Agreement](#)
- University of Washington [Sample Mentoring Agreement](#)
- Kentucky University [Mentoring Agreement Template](#)
- *Entering Mentoring: A Facilitator's Manual*, [Mentor-Mentee Contract](#)
- UCLA [Postdoctoral Student Compact](#)
- University of North Carolina [Postdoctoral Student IDP Worksheet](#)
- Florida State University [Individual Development Plan Template](#)
- USC Neuroscience Department [Individual Development Plan](#)

Inclusive Mentoring

It is important to consider how differences of identity and experience between you and your mentee affect the relationship dynamic or your mentorship approach. Likewise, effective mentorship can support equity within your field and in a broader scholarly community. Below you will find some helpful resources on inclusive mentorship:

- Kendall Johnson, ["Mentoring Matters: How to Support Students of Color in Academia"](#)
- Marissa López, ["On Mentoring First Generation and Graduate Students of Color"](#)
- Harriet W. Sheridan Center for Teaching and Learning, Brown University, ["Inclusive Mentoring"](#)
- Linda DeAngelo, Council of Graduate Schools PowerPoint: ["Supporting Students of Color on the Pathway to Graduate Education: Barriers and Supports to Mentoring"](#)
- Thomas, Kecia M., et al. ["Mentoring minority graduate students: issues and strategies for institutions, faculty, and students"](#) (doi:10.1108/02610150710735471)

- Brigham and Women's Hospital Mentoring Curriculum & Toolkit, ["Mentoring Across Difference"](#)

Other Articles of Interest:

Adrianna Bankston, *Inside Higher Ed.*, ["Making Mentoring Relationships Meaningful"](#)

Claire Potter, *Inside Higher Ed.*, ["Why Faculty Advising Matters"](#)

Colleen Flaherty, *Inside Higher Ed.*, ["If You Want to Be My Student"](#) (one Columbia professor on his frank approach to mentorship)

Resources for Graduate Students:

You can also direct your graduate students to the CITL's Graduate Student Guide to Being a Good Mentee.

Other resources:

- University of Michigan's Mentorship Guide for Graduate Students ["How to Get the Mentorship You Want"](#)
- Council of Graduate Schools' ["Great Mentoring in Graduate School: A Quick Start Guide for Proteges"](#)
- Kerry Ann Rockquemore, *Chronicle Vitae*, ["When It Comes to Mentoring, the More the Merrier"](#)
- Michael Lanning, ["The Many Varieties of Mentors"](#)
- Hugh Kearns and Maria Gardiner, *Nature* 469, ["The Care and Maintenance of Your Advisor"](#)
- Indira Raman, *Neuron* 81, ["How to Be a Graduate Advisee"](#)
- K.D. Shives, *Inside Higher Ed.*, ["Picking a Good Mentor"](#)
- Katie Shives, *Inside Higher Ed.*, ["Managing Your Advisor"](#)
- Brady Krien, *Inside Higher Ed.*, ["Chart Your Course"](#) (on IDPs and career planning)